

9-17-1995

Resist Board Meeting, Sept. 17, 1995

Resist

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Board Meeting - September 17, 1995 - 11:00 a.m.
Place: Louis Kampf's apartment
14 Glenwood Avenue, Cambridge, MA 02139

PRESENT: Wechsler (minutes), Ken Hale, Wayne O'Neil, Renae Scott, Frank Brodhead, Carol Schachet, Louis Kampf, Larry Goldsmith by proxy.

For this meeting, we have 55 requests to consider which means we'll have \$33,000 for grants (\$600 x 55).

Please remember the Maximum grant is \$1000 (but could be less); a Some grant is \$300; a Token grant remains at \$100; and Emergency Grants have been raised to \$200.

AGENDA

1. Proposal, that whatever grants don't get done here will be done by one or two board members and the staff. Accepted.
2. Finance report : handed out. Between now and January we should bring in about \$100,000. Suggesting we hand out quarterly reports. What is expected income from pledge letters and newsletters? New staff should give reports.
3. Wechsler's status as inactive or active Board member: discussion of difference as to how staff people in the past have left the organization-- did they quit, or were they asked to leave. Maybe PC needs to come up with guidelines. BD okays Wechsler's status as a regular active board member.
4. Report from the Hiring Committee: We received about 60 applications. Some people with PHD's and some people just out of college that had a lot of political experience. Interviewed 5 people, three seemed great. Out of that we hired two- Robin Carton and Carol Schachet. The third person ended up taking another job, and is interested in being on our board. Kay Mathews. Robin will start working full time in Mid-October. Carol will start working full time on September 25. Robin has been working 20 hours/ week. She was one of the people that was hired as a temporary person when we needed people to help out. She was then hired as a regular, permanent employee. She will be up to full time towards the middle-end of October.
5. Transition: Need board/staff lunch sooner rather than later. Wechsler trains for another month meaning the month of October. Then goes down to a once or twice a week for a few hours to just go over stuff staff has questions about. Board is urged to write bios if they haven't already. We may send out questionnaires re: board area of interests.
6. Personell Committee: Pam, Wayne, Louis, Cheryl, Tess (inactive)
7. Finance: Louis, Pam, Wechsler, Tess, Cheryl.
8. Bd Outreach: Need either new committee or people to brainstorm about who would be good for the board.
9. Personnel Policy: We still need to go over and make changes at next meeting. We should review the policy in one year. Long discussion. We hope that Cheryl will take a good look at the policy. People should send comments to the office, and we will forward them to Cheryl. We will make a final decision on the PP at the next board meeting.
10. Request from GCN re: health care : NO. They need to get their own policy or individual plan. We need to discuss this in the future. Is this okay? [That former staffers and others are on our policy?] What happens if their is a catastrophic illness? Will HCHP come looking. What other options are out there?
1. Other office business : check signers/wire transferers -- Carol, Robin, Wechsler, Louis. Okayed by board members present.

12. Officers of the Board-- Kate Cloud wanted to remain on the board, but not be vice-president. We voted Tess vice-president, in her absence. All other officers were left as is.

Officers: President: Louis Kampf

Vice President : Tess Ewing

Treasurer/chief fiscal officer: Nancy Wechsler; Secretary/Clerk: Nancy Wechsler

13. Newsletter: We did Sept and October. Carol is working on November issue. Marc has volunteered to help teach desktop publishing. November issue should have intro of new staff. New staff photos. Possibly run articles highlighting board members in different issues of newsletters. Frank suggested running a lot of pictures. Grant reports and larger grant write ups. Will include some grant write ups from June meeting. How do we want to brainstorm about topics: Carol wants to plan three months ahead. Wants to check in with board about possible areas of interest. Who can write or get references for writers?

Staff should know that they have the power to write editorials for the organization. If they think it might be a problem with the group, they can check with one or two board members. We should have a newsletter brainstorming session at some point.

14. Location of October 29 Board meeting, now scheduled for NY. **We agreed to Postpone NYC meeting.** *Who is available from NYC for the meeting after that? Staff needs to check in with NYC/DC area.*

Boston board feels there is too much work to finish up here to have the NYC meeting in October. With the hiring of new staff, there is a lot to do. We don't want to put too much of a strain on everyone.

We need someone to volunteer a place to have the October 29th board meeting in Boston.

15. Board outreach: We agreed to add Marc Miller to the board. People are asked to think of other people who might be candidates.

EMERGENCY GRANTS:

We gave three Emergency Grants out this cycle. Grantees were: 1) Citizens for Alternatives to Radioactive Dumping (CARD) , Albuquerque, New Mexico to support the New Mexico portion of the CASK Tour and the Women's Peace Caravan; 2) Kitchen Table: Women of Color Press to support them after they were completely cleaned out in a robbery; and 3) Vigil for the Victims of Gay Teen Suicide and Gay Teen Violence, Merrimack, New Hampshire to fight anti-gay/lesbian school board initiatives

GRANT REQUESTS: We gave out a total of \$26,300 to 37 groups.

Please consider giving out Cohen and Salzman endowment grants. We also received 5 additional requests which are not on the agenda. (We didn't do this, so we should try to remember for the next board meeting.)

Africa/Asia/International

1. Arnean Siochana Eireann/Peace Watch Ireland (\$1000)

Sean Cahill 16 Hinckley Street, #1, Dorchester, MA 02125 (617) 825-9188 or 282-3543

Temporary peace encampment in Ireland with U. S. Organizing component. Start up money to build infrastructure. Staff to begin mid-June 95.

Not a priority, NO.

Central, Latin America and the Caribbean

2. CASA Guatemala (\$1000)

Christine List, 4554 North Broadway, Suite 273, Chicago, IL 60640 (312) 561-0842

Funding for screenings of video *No nos tientes* and discussions afterward to support Guatemala Student Initiative which would build coalitions between U.S. students/faculty and Guatemalan Student Movement

We usually fund groups that do this kind of work if they are going to bring the politics back here, not just a solidarity movement to help the student movement in Guatemala. YES

3. Cincinnati Central American Task Force (\$1000)

Donna Leist, 745 Derby Avenue, Cincinnati, Ohio 45232 (513) 777-6180

To provide three free issues of newsletter *Central America Update* (re: events in Guatemala, El Salvador and Nicaragua) to 1000 targeted progressive individuals in an attempt to expand paid subscriber list

their goal realistic? Good group. Do we want to fund this particular project. Don't feel like the newsletter is something people might learn something from. Send us another proposal for something else. We know you do good work. Reference is very positive. Should we fund this or encourage them for another proposal. Frank made motion for full grant for this project. YES for a full grant.

4. Coalicion de Derechos Humanos/Arizona Border Rights Project (\$1000)

Jose Matus, 631 South Sixth Avenue, Tucson, AZ 85701 (520) 770-1373

Seed money to publish a monthly newsletter addressing human rights, immigrant rights and Border Patrol abuse

Good to have something like this in Tucson. YES.

5. Se Puede/It Can Be Done (\$1000)

Donna Sharer, 4933 Catherine Street, 1B, Philadelphia, PA 19143-2007 (215) 476-4588

Outreach for delegation of recovering persons sent to Nicaragua re: drug/alcohol prevention and recovery issues.

Important social service, but not organizing projects. We would support people to organize something when they come back. NO.

Community Organizing/Anti-Racism

6. Appalachian Peace and Justice Network (\$1000)

Debbie Lorz, 18 North College Street, Athens, Ohio 45701 (614) 592-2608

Fund workshop entitled "Beyond Hate: Positive Action" regarding opposition to hate mentality/activity and foster positive coalition work opportunities in response to increased KKK activity in area as well as homophobia, racism and domestic violence

Athens, Ohio a university town. Frank suggests a SOME. \$300. Represents some real contribution to their work, but at the same time we are reluctant to give a full grant for a conference whose outcome is not obviously exciting. Good thing, but it is a university town.

7. ARISE for Social Justice (\$1000)

Nancy Lyman-Shaver, 718 State Street, Springfield, MA 01109 (413) 734-4948

Funding for campaign to constitute a new Police Commission in Springfield which is more accountable to and representative of Springfield residents.

Mixed reference. We previously unded them. This project not up our ally. Working on police commission gives you a chance to bring up lots of issues. They got more foundation funding than groups we usually support. Decision: SOME. \$300

8. Campus Action (\$1000)

David Easter, 3 Central Avenue, Albany, NY 12210 (518) 434-4037

Initial publicity costs for new Speakers Bureau regarding the need to act/organize on a variety of issues, including gay/lesbian issues, feminism racism, environmental issues, etc.

Plus for aiming at self-sufficiency. Will this work? List of speakers limited. Not very exciting list. Nothing there concerning students immediate needs. Diminishing job market, etc. \$300.

9. Coalition for Social Justice (\$1000)

Dan Gilbarg, c/o PACE, 66 Williams Street, New Bedford, MA 01740 (508) 999-6839

Funding to build a phone lobby of people/organizations to lobby on broad range of social issues. Will provide Action Alerts to encourage phone calling. All funding to hire an organizer.

Consistently good organizer. Being done as part of organizing project. SOME. \$300

10. Concerned Citizens of Tillery (\$1000)

Gary Grant, P.O. Box 61, Tillery, N.C. 27887 (919) 826-3244 Printing/copying costs to support legislation regulating corporate hog industry. Note: all legislation failed. Discussion of whether or not we should keep funding them. They are doing more than the hog issue. Discussion of Yes or Some. YES.

11. Hatcher Center for Human Rights (\$1000)

Eddie Hatcher, 120 Amber Road, Hamlet, N.C. 28345

(910) 583-5076

Funding for former prisoner's investigation of discrimination against PWAs, gays/lesbians and people of color through newsletter, education, etc.

One person operation. There is a Board of directors but one of the people on their board list was called and had never attended a board meeting. NO

12. Massachusetts ACORN (\$1000)

Lisa Clauson, 453 Dorchester Avenue, Dorchester, MA 02122

(617) 436-7100

Funding to purchase new phone system (five new phones and two additional lines) to enable them to make evening calls to turn out members- members get three calls to alert them to up-coming meetings/determine who needs rides

No positions on anything. With a \$128,000 budget we should pass on this. NO

13. National Lawyers' Guild/Los Angeles Chapter (\$1000)

James Lafferty, 8124 W. Third Street, Ste 201, Los Angeles, CA 90048

(213) 653-4510

Volunteer summer project re: immigrants' rights and affirmative action. Successful, so to become year round effort. Need computer and printer. YES.

14. Oregon Progressive Alliance (\$1000)

Bill Smaldone, 333 State Street, Salem, Oregon 97301

(503) 588-0088

Funding for newsletter Pass the Word; Only formed in Spring, 1995, first real meeting in August; many individuals members of SPUSA, New party, Freedom Socialist party

TOKEN \$100.

15. Wisconsin Research Center (\$677.25)

Sue Matulis, P.O. Box 92041, Milwaukee, WI 53202

(414) 272-9984

Fund publicity mailings to make people aware of Wisconsin Research Center and data base of information it has on hard right candidates or political agendas. Founded Fall 1994 and part of People for the American Way, Wisconsin.

NO. They don't need our money.

Economic Justice

16. Center for Popular Economics (\$1000)

Susan Stinson/Gerald Epstein, P.O. Box 785, Amherst, MA 01004

(413) 545-0743

Fund three one day economic literacy workshops for labor/community activists co-sponsored w/ Jobs w/ Justice. Topics include: understanding monetary policy, the Federal Reserve system, organizing to protect progressive community economic development

YES.

17. Full Employment Coalition (\$1000)

Barbara Arms, 942 Market Street, #306, San Francisco, CA 94102

(415) 397-4911

Funding for public hearing on Economic Insecurity held by Reps Nancy Pelosi and Ron Dellums, and to mobilize for movement to achieve living wage job for all & economic security for those who can't work. Founded 7/25/95. No political party connection but DSA members

NO.

18. Share the Wealth (\$1000)

Chuck Collins/Felice Yeskel, 37 Temple Place, Third Floor, Boston, MA 02111

(617) 423-2148

Funding for dissemination of training materials and handouts on inequality trends and their impact on job security. Formed in late 1994

Don't take a position on abortion. They say abortion is not an economic issue, which isn't really true. They **are interested in writing newsletter article.** We see you were willing to come to an economic analysis of everything else, why not abortion and reproductive rights. We think it is probably more likely that you're group is divided on this issue. If this is true you should say so in the application. You need to be honest and tell us.

YES.

19. Survivors, Inc. (\$1000)

Betty Reid Mandell, 102 Anawan Avenue, W. Roxbury, MA 02132

(617) 327-4219

To organize a Speakers' Bureau which will address welfare and poverty issues. Also to organize low-income students at state and community colleges.

Worthwhile project. Might really happen and make a difference. YES

20. Welfare Rights Union of Washtenau County (\$1000)

Tanya Dukes/Karen Schaumann, P.O. Box 7493, Ann Arbor, MI 48107

(313) 973-3031

Money for stipends, transportation and repair of van to transport welfare recipients to organizing events.

Is this social service, or part of a political movement. YES. Is organizing around welfare part of building a bigger movement.

Environmental

21. Baltimore Parks Coalition (\$760)

Dan Jerrems, 332 Rossiter Avenue, Baltimore, MD 21212

(410) 433-8090

For newsletter re: public meeting on conversion of rock quarry to landfill with toxic chemicals

Hank has raised some questions about the group and group's goals. NO.

22. Citizens for Alternatives to Radioactive Dumping (\$800 out of \$1000 because of previous emergency grant.)

Garland Harris, 144 Harvard, SE, Albuquerque, New Mexico 87106

(505) 266-2663

Publish newsletter *The Enchanted Times* b/c all funds ordinarily used for this purpose were diverted to funding N.M. segments of the CASK Tour and the Women's Peace Caravan. Next issue is to support campaign to oppose opening WIPP w/out EPA approval.

Note: they just got a \$200 emergency grant in August re: caravans.

YES.

Gay, Lesbian/Bisexual

23. RightWATCH (\$1000)

Allen Koteen, P.O. Box 844, Chicopee, MA 01021

(413) 592-7239

Funding for workshop series to organize gay, lesbian, bisexual and transgendered response to radical right campaigns, in existence less than one year

\$300 SOME. We think the business of watching and fighting the right is important, but includes a broader perspective than just issues of gays/lesbians. Particularly we hope you will include issues of race/racism as an integral part of your activities.

Health/AIDS/Disability

24. Active Voices in Disability (\$1000)

William/Sharon Liberty, 124 Southbridge Road, Dudley, MA 01571

(508) 765-5204

Organizing to get accessible transportation in rural communities and need printer/postage funds

They are pro-life. Some offensive statements in proposals. Too narrow. Social service. NO.

25. Committee for Health Rights in the Americas (CHRIA) (\$750)

Lucinda Chiszar, 347 Dolores, #210, San Francisco, CA 94110

(415) 431-7760

Funding to purchase a third computer ('91 RESIST grant for computer) since neither current computers are capable of producing quarterly newsletter *CHRIA News*. Newsletter contains articles re: health and human rights in C.A. and US. Supports goal of organizing US health workers to support health rights movements in both places.

YES. Good organization.

Labor

26. Latino Workers' Center (\$1000)

Pamela Galpern, P.O. Box 20329, New York, NY 10009 (212) 473-3936 Spanish language comic book on labor rights/organizing.

Large foundation money. They ignored answering question on Reproductive Rights. NO, their budget is getting to be out of our range, and they ignored answering the question on RR. We do fund groups that don't have positions, but we need you to answer the question. Questions raised about amount of foundation money they are getting. Will they keep getting it? Decision: NO. We think the comic book isn't very effective.

Media/Culture

27. Alternative Reading Room, The (\$600)

Claire Hanrahan, 40 Wall Street, Asheville, NC 28802 (704) 252-2501

ARR provides only public access to Internet in Asheville, request funds to join Institute for Global Communications computer network (i.e. PeaceNet, Women'sNet, etc.)

The only group doing what they are doing. YES.

28. Lesbian Visual Artists (LVA) (\$650)

Adrienne Fuzee, 870 Market Street, Suite 618, San Francisco, CA 94102 (415) 788-6118

Purchase an apple Color Stylewriter printer in order to better market and make visible works by lesbian artists and produce flyers/announcements

Too narrow. NO

29. SouthWest Organizing Project (SWOP) (\$1000)

Steve Starkey, 211 10th Street, S.W., Albuquerque, New Mexico 87102 (608) 251-6834

Marketing and distribution of the video *Viva la Causa! 500 Years of Chicano History* which complements SWOP's book of the same name use money to do 3 mailings and for staff time to do them

Video is fantastic says Ken. They make heroes out of people who aren't really heroes. What about their budget? They said they were having a hard to get funding for this, but they don't say why. They've sold 12,000 copies of the book. SOME \$300, but don't come back with a \$200,000 budget. Also in recognition of you are always being a good reference for us.

30. (sub)TEX (\$975)

Sheila Contreras, 507-B Elmwood Place, Austin, TX 78705 (512) 708-8248

Funding for independent newspaper to support local initiatives/activists

Louis went over paper, but it is dull. No oomph. Not likely to reach anyone but progressives. Articles are solid, not nonsense, but dull. No calendar. Not connected to organizing. NO.

31. Third Force magazine (\$1000)

Andrea Lewis, 1218 E. 21st Street, Oakland, CA 94606 (510) 533-7583

For issue on Race, Gender and Sexuality. \$\$ to support publication.

Pam: Slicker and flashier than before. Audience must be staff people in other organizations. No new analysis of any kind but serves functions of making connections for groups that are single issue. Very California oriented. Large budget. NO.

32. UE Research and Education Fund (\$1000)

Robin Alexander, 2400 Oliver Building, 535 Smithfield Street, Pittsburgh, PA 15222 (412) 471-8919

Poster/brochure of cross border mural project (Pittsburgh and Mexico City).

They have access to more money than we do. People not excited about the budget..murals are inside buildings, not even outside in public spaces. NO.

Middle East

33. Search for Justice and Equality in Palestine/Israel (\$500-1000 per project)

Edmund (Ned) Hanauer, P.O. Box 3452, Framingham, MA 01701 (508) 877-2611

Funding for two separate projects: 1) to mobilize church leaders for Palestinian rights; and 2) to distribute articles from From the Hebrew Press regarding Israeli human rights violations to journalists and activists

NO. One man operation.

Native American

34. COWASS, North America, Inc. (\$1000)

Paul Pouliout, P.O. Box 554, Franklin, MA 02038-2951 (508) 528-7629 Planning a demonstration at Statehouse for recognition as a tribe and land rights. What's there relating to larger political issues? Not a membership organization. Important project. But is it organizing. The work is important. We will ask them in a letter: Where will your broader outreach be. SOME \$300.

35. Dine Alliance (\$800)

Louise Benally, Marsha Monestersky, Box 810, Pinon, AZ 86510 No phone

Printing/mailling request for event held in April and radio/phone communications system.

Ken particularly wants to support them. Is their budget as big as it seems, or is it just their projected budget?

He doesn't think they have the money they put in their budget. YES.

36. International Indian Treaty Council (\$1000)

Andrea Carmen, 54 Mint Street, Suite 400, SF, CA 94103 (415) 512-1501

Treaty study handbooks in English/Spanish, newsletter, handouts.

Good group, we go to them for references all the time. What do we think of their project and their budget?

SOME \$300. If your budget stays this large we won't be able to fund you for the foreseeable future, even though we think your work is great.

37. Inter-Tribal Council of Tolba Menahan (\$1000)

Jacqueline Emerton, 44 Sycamore Street, Somerville, MA 02143 (617) 623-7302

Organize council of local Native American people through Pow Wow. Flyers and posters 1/3 of budget- no samples. Part of budget = gifts to city officials.

We could not fund the part of the budget that are gifts to city officials. City officials should not accept such gifts. They work with #34. Politics are not clear. Do they have relationship with groups in Worcester? They have been in contact with other tribes and groups through out the area. Recommendation is very good but doesn't tell us much. SOME \$300. We weren't quite sure of the direction they are heading.

Peace/Anti-Militarism

38. Michigan Faith and Resistance/Peace Team (\$1000)

Peter Dougherty, 1516 Jerome, Lansing, MI 48912

(517) 484-3178

Mailings for information on Peace Team presence, activities, trainings re: nonviolent peacekeepers in both international and domestic situations.

No position on gay/lesbian rights and no position on reproductive rights. Filling a vacuum. Ken, yes, kind of training that is disappearing. Disappointed they haven't discussed some of question 10-- even though they haven't come to a consensus. How effective are these trainings?

YES

39. Peace Brigades International, PBI/USA (\$850)

Kara Hooper, 2642 College Avenue, Berkeley, CA 94704

(510) 540-0749

Support production of newsletter PBI/USA Report which summarizes recent calls to action, alerts and trainings on utilizing nonviolent protective accompaniment.

No position on reproductive rights. YES. We want to let you know that categorizing a mailing as a Christmas mailing is not inclusive of your potential constituency. Why not just call it a Fall or Winter fundraising drive?

40. S.O.A. Watch (\$1000)

Koy Bourgeois, P.O. Box 3330, Columbus, GA 31903 (706) 682-5369 For S.O.A. Watch update/newsletter

Answer to question 10 is bullshit. Do we want to fund a group that does just this one thing? Probably other groups rely on this. You need to be serious about addressing other concerns, such as we raised in our grant

application. SOME \$300, but if you are going to come back to us in the future please don't trivialize our grant application.

41. Syracuse Peace Council (\$1000)

Bill Mazza, 24 Burnet Avenue, Syracuse, NY 13203 (315) 472-5478

To produce October issue of Peace Newsletter because lost long term supporter died; newsletter is local organizing tool as well as source of information and analysis

Their newsletter just assumes Mumia is innocent, when the issue is did he get a fair trial, or is he just being railroaded. Yes

Prisoners

42. Committee to End the Marion Lockdown (\$1000)

Steve Whitman, Box 578172, Chicago, IL 60657-8172 (315) 472-5478

To print and mail the next issue (6th total) of *Walkin' Steel*

Larry and Ken says yes. Is this a deadend? YES

43. Mark Cook Freedom Committee

Ed Mead P.O. Box 85763, Seattle, WA 98145 (206) 524-8597

To purchase camera to use on promotional materials and newsletters

Larry says no. Do we want to support these politics? Any larger goal or direction other than getting these people out? Hard to tell what else is going on. NO.

44. Fresno Committee for Journey of Hope 1995 (\$628.40)

Maria Telesco, 100 Fowler Avenue, #194, Clovis, CA 93611-0685 (209) 323-4871

Journey of Hope in CA co-sponsored by Death Penalty Focus, bring info re: opposition to the death penalty and need for reconciliation to communities. Will hold large rally. Funding for meals for those on Journey and people working on event, printing, postage, etc. Formed in February, 1995 for this event w/ no future plans
WITHDREW THEIR REQUEST.

45. Solidarity Campaign for the Puerto Rican Political Prisoners (\$527)

Marianela Tovar, c/o Latinos & Latinas for Social Change,

LACASA/CAEF, 1151 Mass. Ave., Cambridge, MA 02138 (617) 492-8699

Fund activities to press for improvement of conditions for 15 Puerto Rican prisoners, jailed in U.S. for opposition to colonialism in Puerto Rico- speaking tour, Adopt A Prisoner project; community event

No follow up meetings around the Shining Path issue. No article in newsletter. We will give you the money for this, but unless something appears in your newsletter dealing with Sendero-- who are a bunch of murderous thugs, we will not fund you in the future. How much is the issue dealing with the colonization of PR? Feds came down on them disproportionately hard, and prison conditions are bad. Ken says maybe. Larry says yes-- seem to be making connections to a broader agenda. Project seems vague. Political objectives not clear. We don't feel great about Sendero. We are open to a future grant proposal if you can get your objects more clearly defined, and CASA can write something about Sendero. NO

46. South Dakota Peace and Justice Center (\$1000)

Jeanne Koster, P.O. Box 405, Watertown, S.D. 57201 (605) 882-2822/886-3532

Capital punishment task force seeking to bring religious organizations into anti death penalty work. Funding to cover printing/copying expenses.

Ken- Work is important and SD is a tough place to work. Larry - yes, even though it is mainstream, however it is in SD. Didn't really answer question 10. YES. Pretty heavily faith based. Open and close every session with a pray. Didn't say anything about Reproductive Rights. They avoided the issue. Yes, but.... [we have some concerns....]

47. Washington Coalition to Abolish the Death Penalty (\$800)

Christina Alburas, 705 Second Avenue, Seattle, Washington 98104

(206) 622-8952

Death Row Support Project works with prisoners and their families through letters, phone calls and visits using Pen Pal program

Ken- this is important and much needed work, but I am not convinced this is a Resist priority. Larry says no as well. NO. Mostly doing social service, not doing organizing. Wish them well. Not what we fund.

48. Western PA Committee to Free Mumia Abu-Jamal (\$1000)

Jamila Levi, P.O. Box 10174, Pittsburgh, PA 15232-0174

(412) 361-2889

Copier/service contract to aid in generating public pressure to stop his execution on August 17 and gain a new trial. Larry- yes, maybe. I'd like to see them making connections. Basically doing opposition to the death penalty. Is it dedicated just to Abu-Jamal, or is it raising broader issues? \$300 SOME.

Women

49. Connecticut NARAL Foundation (\$1000)

Laurel Tiesinga, 135 Broad Street, Hartford, CT 06105

(203) 947-6565

Funding for an educational guidebook for the Provider Project, PP seeks to guarantee availability of accessible reproductive health services for women in CT. Book will have lists of reproductive health providers, info on abortion and generally asked questions re: abortion services

Ken- No, important but not a Resist priority. Had a hard time getting a reference. Is circulating that booklet politically important? Part of longer strategy. Access is important to talk about. Similar to next group in some ways. YES. We should hook them up with other people doing this work--.

50. National Network of Abortion Funds (\$1000)

Shawn Towey, c/o Abortion Rights Fund of Western MA, P.O. Box 732, Hadley, MA 01035 (215) 923-9860

Funding for 32 page booklet "Legal But Out of Reach," chronicling attempts of poor women to gain access to abortions, which was printed w/o covering costs.

Louis read booklet. Personalizes things. Ends by telling people who the NNAF are. They have received or hope to get some large foundation grants. Ken- more in line with our priorities than CT. YES.

Youth

51. ALSO

Betsy Nelson, P.O. Box 7382, Sarasota, FL 34278

(813) 378-3536 \$1000

To produce a slide which can be projected prior to feature films announcing support group for gay, lesbian, bisexual and transgendered youth

Ken- yes they are doing great work. Social Service? Nothing else going on. People had problems with the slide. How about some real people, not 50s retrograde stereotypical images of women and men. We didn't give you a full grant because we are concerned about the content of your slide-- which continues to foster stereotypes of men and women. YES, but really urge them to think about changing how the slide looks.

52. Committee Opposed to Militarism and the Draft (\$1000)

Rick Jahnkow, P.O. Box 15195, San Diego, CA 92175

(619) 753-7518

To increase newsletter readership and build organization by sending a mailing to 1,000 past supporters now inactive. Mailing would include cover letter, copy of *Draft Notices* and products list

Ken says maybe. This is an important part of our history-- this is how we started. High School work is very important. YES

53. Houston Committee for Youth and NonMilitary Opportunities (\$1000)

Bob Henschen, 850 Jaquet Drive, Bellaire, TX 77401 (713) 661-9889 Support for counter-recruitment project in Houston

Independent School District. Purchase display racks and pay for literature printing YES

54. Nonviolent Action Community of Cascadia (\$675)

Vivien Sharples, 4554 12th Avenue, N.E., Seattle, WA 98105

(206) 547-0952

Fund half costs of Listening Project on Youth and Militarism, training people to conduct in-depth community surveys in two local high schools. Turned down in 1994 by RESIST b/c 1) no stance on abortion issues; and 2) had money from escrow account interest which they could re-allocate to purchase computers, but chose not to do so. Still no formal policy on abortion, but they feel it shouldn't be a barrier since NWTRCC got funding and they do not have such a position

Ken- Maybe? Yes? Concept of project interesting. / They seem confused. NM's letter is clear, and nothing seems changed. We believe you are supposed to redirect funds, but can use some of the money for operating expenses. We don't fund NWTRCC, we give them donor directed grants. Tone of their letter is problematic. \$100 Token. Good project.

55. Progressive Student Leadership Exchange (\$1000)

Gary Schiff, c/o GLCAC, 310 East 38th Street, #204, Minneapolis, MN 55409

(612) 724-5942

Training for student activists on gay rights issues and summer placements in communities to fight Radical Right ballot initiatives, in this case *Maine Won't Discriminate*

Ken goes back and forth between yes and maybe. We've funded them previously. Good thing to get young people out there. YES.

NOT ON AGENDA

Global Justice Education Project

46 Warren Street, New York, New York 10007

Contact Person: Ginny Coughlin

Telephone: (212) 406-5327

Unclear, but looks like want to draft literature on multi-national issues. NM letter denied grant, but encouraged them to re-apply in October. Only 6 months old in September.

Labor Committee on El Salvador (LACES)

c/o Hospital Workers Local 250, 453 West San Carlos Street, San Jose CA 95110

Contact Person: Al Traugott

Telephone: (408) 923-7001

Brought S.F. Mime Troupe to San Jose and donated proceeds to both local and C.A. organizations/projects. W/drew request for funding 8/95 b/c covered outstanding debt.

REACH Chicago

4721 N. Maplewood, #2, Chicago, IL 60625

Contact Person: Tracy Fischman

Telephone: (312) 989-1978

Direct service project to work with teens at risk for HIV/AIDS. NM letter denied grant.

Wisconsin Community Fund

122 State Street, #508, Madison, WI 53703

Contact Person: Steve Starkey

Telephone: (608) 251-6834

One day statewide "Right the Right" conference w/ panel discussions, keynote speaker, workshops and discussion groups w/ main sponsor Institute for Wisconsin's Future

Women's Prison Book Project

4140 Elliott Avenue, S., Minneapolis, MN 55407

Contact Person: Susan Svatek

Telephone: (312) 989-1978

Looking for start up funds and didn't send sample of any literature or newsletter. NM letter denied grant.

ACTIVE RESIST BOARD -- September, 1995

Frank Brodhead
5 Deerfoot Lane
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215-575-0700 x259

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for fax, call first
623-5110 (w)

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wk:Families USA
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Wayne O'Neil
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253-2557(w)
253-5017 (W-F)

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802-785-2608(h-VT)

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Fran White
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413-256-8982 (h)
413-549-4600 (w)
413-582-5584 (w-F)

Former Board Members
and References:

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617-862-6160(h)
253-7819(w)

Norm Fruchter
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Frank Joyce
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313-331-2785

Dick Ohmann
203-347-9411 x2761(w)
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Finances as of 9/15/95

Unrestricted:

Cambridge Trust Co.	\$ 16,292.76
Bond Fund	\$ 37,112.71
Man. Growth Port.	\$114,719.73
Operating Fund (mm)	\$ 39,520.54

Total unrestricted Funds: **\$207,645.74**

Restricted Funds:

Loan Fund	\$ 5,442.04
Resist End.	\$37,843.71 (principle is \$32,100)
Cohen End.	\$11,894.39 (principle is \$10,000)

Total restricted Funds: **\$55,180.14**

Total all funds: **\$262,825.88**

Funds that are available without selling any mutual funds are the funds in our Cambridge Trust Company Account, and our Calvert mm Operating Fund. That total amounts to: \$55,813.30.

If we give our Salzman or Cohen grants those funds are not in addition to the amount we have put aside for the meeting, they just come out of different accounts. A Salzman grant would come out of the Resist Endowment fund, and a Cohen grant would come out of the Cohen Endowment Fund. These funds are both mutual funds.

Our September newsletter went out with a pledge drive letter. That should bring in some donations. Our fall fundraising letter will get to people in Oct/Nov. and a big chunk of our yearly contributions should come in during November and December. January 96 will also be a big month for donations.

Resist Personnel Policy as amended at our 8/6/95 board mtg. Awaiting final approval.

1. INTRODUCTION

Resist, a non-profit corporation, presents this manual as the current statement of the foundation's Personnel Policies. It should be understood by all concerned that a Personnel Policy is a guideline to be used by the organization, and not a binding contract with the employees. In adopting these policies, the Board recognizes that good personnel administration is founded on a set of principles and practices designed to ensure the dignity and rights of all staff members. The Board will make a good faith effort to follow these policies at all times, while recognizing there may be things that come up that are not covered by this document, that it is then empowered to decide on its own, with as much input from others in the organization as possible. It should be understood that the Board includes the staff, except where we are referring to Personnel matters.

It should be recognized that the Board of directors has the ultimate responsibility for and decision making power to do what it thinks is in the best interest of the entire organization. The Board and the Board officers are expected to operate in good faith, according to these guidelines, and in consultation with the rest of the organization.

These principles and practices include at least the following:

1. There shall be established within practicable limits, working conditions, privileges and benefits which are conducive to both individual well-being and program achievements. These policies are intended to protect both the organization as a whole, and the workers. The Personnel Policy is designed to allow workers to do their jobs, while giving the organization as a whole the flexibility to cope with various circumstances that may arise during the course of an employee's tenure. Permanent Resist staff are considered full voting members of the Board, but the Board has the right to meet in executive session without the staff. It should report to the staff in as much detail as is possible, what was discussed, and staff input should be sought for such meetings when appropriate. It should be understood that especially when discussing personnel matters, the non-staff members of the Board and the PC have the right to meet without the staff. Staff should have a chance to give input, and be included as much as possible, but staff will not have a vote.
2. The Personnel Committee (PC) shall be constituted by and represent the (non-Staff) members of the Board. The PC shall consist of 3-5 (non-Staff) Board members. The PC shall designate a chair for the committee. The PC will discuss all personnel policy changes with the staff and conduct evaluations. Changes to this policy may be initiated by the PC but are not binding without approval of the Board. Members serve until they are replaced by the Board. Notice of what was discussed should be given to the staff in as much detail as is possible. The staff should have a chance to have as much input as possible to both the PC and the Board before decisions are finalized. Some decisions can be made directly by the Board, and not go through the PC. If there is no acting PC, the Board can appoint one, act in its place, or form a standing committee to deal with a situation as it comes up.
3. Each staff person shall be responsible for maintaining all vacation, leave, and comp time benefit records. Vacation, sick/personal days are counted from January to December. When someone is hired an adjustment will be made to determine the number of sick/personal days and vacation days they have left before the end of the year. In other words, vacation, etc., will be pro-rated for the first year the person is working at Resist. Evaluations will also be done on a calendar year basis.
4. Resist staff should function as a collective. Given that it is neither desirable nor possible for the Board to supervise the daily operations of the staff, staffers will need to supervise themselves, work together harmoniously, and share responsibility for making the office run. We see shared decision making as part of being a collective. The staffers will need the following qualifications in addition to such other functional qualifications as are required for their jobs:

- a) an ability to work collectively, which involves being flexible, being able to work with others, showing good will to coworkers as well as the organization, doing multiple tasks, and being accountable to each other.
- b) willingness to use office tools, keep time sheets, participate in staff meetings, and attend staff-Board lunches.
- c) willingness and ability to participate in peer evaluation, a necessary component of collective work.
- d) recognition that the collective needs to be accountable to the Board. This can be done both through Board meetings and through Board-staff lunches.

5. These policies shall be reviewed by the PC when necessary, and at least every three years.

2. GENERAL EMPLOYMENT PRACTICES: For all Permanent employees, full time or part time.

1. Process for Hiring

All positions will be advertised with sufficient exposure and intensity to attract as many qualified applicants as possible, with particular emphasis on reaching and hiring: women, people of color, differently abled people, older people, gay men and lesbians, and working class people.

Advertising: Advertisements will be placed with newspapers, community newsletters, and papers, and key contacts in community/movement groups. To reach the targeted communities, Resist should advertise in these communities. Resist's commitment to affirmative action will be reflected in all announcements and advertising efforts.

2. After discussions with the staff, the Board will either determine the job description for the new employee(s), or delegate that task to the Personnel Committee, or hiring committee. The Board has final approval of the job description.

3. The Board will select a Hiring Committee. The HC will screen all resumes. Candidates who meet minimum requirements of the announced position will be screened thoroughly. Those who do not possess the minimum qualifications will be informed in writing that the requirements have not been met. The committee will then select candidates for interviews. Care will be taken to treat all interviewees equally. The HC will make its decision by majority rule. Questions or issues which may affect the hiring process which come up during it will be brought to the Board. If no meeting is scheduled, the concerns will be brought to the attention of the Board by telephone polling of active members, or the setting up of a special meeting. The types of concerns include, but are not limited to: the need to change the focus of the job description; the fact that no present candidate is appropriate for the job and more outreach should be done; or the committee is at an impasse between two candidates and seeks assistance from the Board.

3. ORIENTATION OF NEW WORKERS

The selected candidate(s) will be contacted to receive instruction regarding orientation procedures. An orientation will be provided to newly hired employees. During this time the current staff will be responsible for orienting the new person to Resist and coordinate training in the areas to which they are to be responsible. The PC shall oversee this training, and if necessary ensure that it is happening in a proper fashion.

First Sixth Months. (Probationary Period)

During the first six months, employment may be terminated with two week's notice by either the worker or Resist. At the discretion of the PC, salary may be paid as severance in lieu of the employee's work for Resist for those two weeks. The PC will be in charge of the evaluation, unless the PC or the Board delegate some other

body. There will be a three month evaluation, and another evaluation three months later.

Orientation Program:

This includes, but is not limited to:

- a. orientation to Resist's goals, structure, and philosophy.
- b. review of Resist's policies, including personnel policies.
- c. training specific to the job description under which the employee was hired.
- d. the organization should secure, as necessary, any outside training required by the new worker.
- e. evaluation conducted by the PC.

The Chair of the PC will be responsible for assuring that the new employee is evaluated as defined below.

Evaluation of New Staff:

1. At the end of the first month, the staff will sit down with the new person to review how well the training is proceeding, and to consider any problems. Minutes of this meeting will be sent to the PC. A member of the Board will be keeping in touch with the new person during this orientation/evaluation period, and should be at this meeting.) This will also give the new person a chance to raise any questions or problems. At the end of the first three months the PC will meet to conduct an evaluation of the new staff person.

The organization feels it is good to review the work of a new employee after a three month period. That is a good time for the employee to bring up any problems or concerns he/she may have in terms of additional training needed, or difficulty getting work done, or any other problems. Board members and other staff members can raise concerns as well. All attempts should be made to ensure the new staff member gets the help he/she needs to satisfactorily complete their first year of work at Resist.

After the hiring, the PC, or another Standing Committee, will conduct a three month evaluation and possibly schedule a second evaluation after another three if necessary. This will remain the same for Permanent part-timers as well.

2. The Board must ratify a recommendation by the PC to dismiss a staff person during the first sixth months at a meeting of the Board.
3. In cases of dismissal or resignation of a new staff person, the PC will negotiate the date of termination with the new person and the rest of the staff. Time needs to be taken for the staff who has been terminated to pull together his/her work so that someone else will be able to carry on. This should be done as quickly as possible, and the person should be paid for those days, which should not exceed one week. The person will also receive two weeks severance pay, unless fired for major misconduct.

Health insurance will continue until the next month's payment is due.

4. These terms may be made more generous or reconsidered, by a majority of the Board present at the time of their decision to terminate employment.

4. PERMANENT STAFF EVALUATION:

It is the policy of Resist that the staff be evaluated on a regular annual basis and that written and verbal evaluations shall be used as the basis for appropriate personnel actions. A good evaluation will help provide the workers with the necessary direction, support, training and guidelines to improve their work and expand their vision of the job. Consequently, it is a tool potentially benefiting both the workers and Resist.

Staff evaluations shall be conducted once a year, near the anniversary date of the employee's hire. The chair of the PC, or the Board, will be responsible to see that the evaluation process begins on time and as described.

Evaluation guidelines should be drawn up by the PC or the Board. The Secretary of the Board shall remind people of all employees' anniversary dates.

The structure of this evaluation will be approved beforehand by the PC with input from the Board. The process will begin with each staff member writing a self evaluation, and might also include an evaluation of the entire staff, the division of staff responsibilities, and the Resist structure. Other Permanent staff members will write evaluations of the employee being evaluated.

The self evaluations and copies of the current job descriptions, will be sent to the PC (or a subcommittee appointed by the Board). After receiving these reports, the committee will speak to people in the different parts of Resist to ask questions which arise from the evaluations and job descriptions. This will cover grant making, fund raising, general administration, special projects, the newsletter, office management, and general collective functioning. The committee should review time sheets kept by the employee over the last year.

The Committee should meet with each staff member individually to discuss the staff member's evaluation; and then meet with the staff as a whole to do group evaluation, if it feels this will be productive.

The committee will prepare written evaluations of individual staff members (which are sent to each confidentially). They may also prepare an evaluation of the entire staff.

The Committee will report to the whole Board on the evaluations in general terms.

If a staff member is dissatisfied with this evaluation and discussion that person may bring the evaluation to the Board.

During the course of the year, through Board/staff lunches, the Board will be in touch with the staff on a periodic basis to review the work of the office. If during the year, problems arise within or between staff and others in the organization, the parties concerned should make an effort to resolve the problems themselves. Should this fail, any member of the organization can go to the PC or Board, and request mediation. Should mediation fail, the PC or Board need to discuss what other action(s) need to be taken. Once again, such discussions can go on without the presence of staff, but should have the input of staff. The PC may make recommendations to the Board to solve these ongoing organizational problems.

5. MISCONDUCT

If any of the following issues becomes a problem, the PC, Board, or appointed committee shall address it with the Staff person: making false statements; embezzlement; theft; willful neglect of job; threatening, intimidating, coercing, abusing, or interfering or sexually harassing fellow workers or others in the organization; provoking or instigating a fight or fighting during working hours on Resist property (verbal or physical); reporting to work under the influence of alcohol or narcotics; possessing firearms or explosives on Resist property; breaching of confidential records, or misuse of confidential records.

Any charge of misconduct must be reported to the PC, or the Board, and be reviewed by the Board, or a committee it appoints. Misconduct shall be considered a serious offense. If a person is terminated for misconduct, the Board can decide what compensation or benefits the person can receive, if any.

6. DISMISSAL

If the PC, the Board, or the Committee appointed by the Board to conduct the evaluations, either during the annual staff review or during any part of the year, should decide that a staff member is deficient in his/her work and are considering a recommendation for dismissal, the Committee should state clearly in writing or verbally, the reasons for such an action, the time period in which they expect improvement, and the committee's expectation at the end of that time period, including the criteria and process for a final evaluation.

All of this should be made clear to other staff members, and the Committee should define what role if any other staff have in monitoring or helping the person during that time period. The Board and Staff will do what they can to remedy the situation, including support and training.

At the end of the stated time period, the committee will re-evaluate the staff member according to the pre-established criteria, consulting with the other staff, and whomever else may have appropriate information. They will then meet with the staff member and discuss their recommendation to the Board. The Board will always make the final determination of dismissal. Decision must be made by a majority of the Board at a regular meeting.

Any recommendation for dismissal may be appealed to the Board, which would conduct a hearing and make a decision as soon as possible.

7. APPEALS

The right to appeal shall be provided to all employees from the beginning of employment except that a worker cannot appeal dismissal during the first six months.

Workers may consult with the PC or Board, or standing committee concerning interpretation of the personnel policies, working conditions, and other personnel matters.

Any employee who feels she/he has been the victim of discrimination because of color, race, sex, religion, nation origin, age, sexual preference, disability, or marital status, has the right to seek resolution of his/her complaint through the PC, the Board, or a committee appointed by the Board, provided the established grievance procedure is followed.

Grievance Procedure:

unresolved grievances will be put in writing and sent to the PC, Board, or standing committee.

The Board shall consider any grievance unresolved by the PC

Grievances should be taken up and resolved as quickly as possible.

8. WORKER TERMINATION

Workers who are separated from employment because of misconduct or unsatisfactory performance of job duties are considered dismissed for cause.

In the event of dismissal or forced resignation, the PC or other committee appointed by the Board, shall set the date and terms for termination. A dismissed staff member is entitled to one month's severance pay, after the termination date. That staff member must additionally receive any unused vacation and comp time, but will lose all unused sick and personal time. If the staff member leaves before their termination date, she/he will forfeit any severance pay. These terms may be made more generous by a majority decision of the Board at the time of their decision to terminate the staff member.

9. LAYOFFS

Recognizing that the ongoing success of Resist is dependent upon the quality of the staff, we must also recognize that the quality of a person's work is partially dependent upon job security and openness of communication. The following lay-off procedures are written with this in mind. A reduction in funds available for salaries may result in a collective reduction in wages for all staff, or restructuring staff positions, or laying off some staff.

A need for cutback in budget for salaries and the method to be used for the reduction will be determined by the Board. Some examples of methods include: cutback in salary, leave without pay, or a shortened work week. Restructuring of staff positions to decrease the number of workers is also possible. In the case of a temporary or indefinite, or permanent lay-off, the Board shall make the final determination of persons subject to lay off and shall prepare appropriate written notice.

Notice of Lay-Off:

Any regular employee affected by a lay-off will be given four weeks written notice. An employee subject to lay-off may be paid salary in lieu of written notice.

Health Benefits for lay-offs: For temporary lay-offs (three months or less) health benefits will be continued for the duration of the lay-off. For indefinite lay-offs of three months or more, health benefits will continue at the current rate for three months, then payment must be made by the worker. Benefits will be discontinued if the individual becomes re-insured by another insurer.

Special Considerations:

Guidelines for laying off personnel include the following factors, in order of priority: job performance/-versatility of experience and skills; affirmative action goals; seniority.

10. RESTRUCTURING:

The Board is ultimately responsible for the ongoing viability of Resist as an organization, and therefore may find it necessary to restructure or redesign the ways in which work is accomplished. This may be done for reasons other than simply a reduction of funds for salaries. The Board (including the staff) has the power to restructure jobs if it feels there is no other responsible recourse for the organization to continue to get its work done in an efficient and effective manner. It should seek the input of the personnel committee, any standing committees, and the current staff. This step should not be taken lightly. As much input as possible should be encouraged.

11. RESIGNATION

Employees who voluntarily separate from employment are considered to have resigned.

Staff are expected to give three months notice prior to leaving. A six month notification of intent is considered desirable. Staff are expected to participate in the training of their replacement, unless other arrangements are made in conjunction with the Board.

Staff will receive vacation time prorated on the current calendar year. However, if staff fail to give one month notification, they may not take unused vacation time but will be given compensation.

12. HOURS of WORK:

Staff are expected to generally work 9-5 or 10-6, or work out another arrangement with the other staff and Board. It is understood that hours will be flexible because of comp time, meetings held outside of regular Resist hours, etc.

Full time permanent Resist staff are generally expected to attend Board meetings for which they will be given compensation time. In addition, staff will be given comp time for any Resist-related work or meetings done above the normal work week. If there is any doubt as to what is a Resist related meeting or work, the staff can consult with the Board/staff lunch meeting or the PC, or the Board.

13. DETERMINATION OF JOB RESPONSIBILITIES

Each staff person shall have a written job description, which is reviewed annually during staff evaluation. The PC, or Board, or designated committee of the Board, may initiate and will oversee significant changes in job descriptions, with the final authority resting with the Board.

Staff are encouraged to think about how their jobs can be done more efficiently and effectively and to suggest changes which will facilitate that.

Time sheets: staff is to keep a log of all time taken off for comp time, sick leave, maternity/paternity/adoptive parent/parental leave, leave of absence, and vacations. These timesheets shall be open for inspection by the PC and review of timesheets shall be part of the yearly evaluation.

14. STAFF TRAINING

Staff training is important in enabling the staff to develop skills which will enhance their job performance, and hopefully increase their job satisfaction. In making decisions about training, three things should be kept in mind: the benefit to the organization and the worker; the cost of the training; and the amount of time the person will not be at the office. Staff should bring up training needs at Board/staff or Board meetings.

15. CONFIDENTIALITY

Anyone employed by or doing volunteer work for Resist or serving on the Board of Resist will agree to respect and maintain the confidentiality of donors, gift amounts, financial and other privileged information.

Donor lists, names and addresses are not to be sold, traded or given away for fund raising purposes unless approved by the fund raiser.

Confidentiality will continue following resignation or dismissal of any employee or volunteer at which time access to all donor information is forfeited.

16. BENEFITS

DEFINITIONS: Classification of workers

Permanent Full time worker: Those who work 40 hours/week. This officially includes one hour lunch break per day, and two 15 minute breaks as well.

Part time Permanent worker: an employee whose regular work schedule is less than 40 hours per week.

Others: From time to time Resist may hire part time temporary workers to help fill in or help the current staff catch up. These are considered part time temporary workers. They will be given an hourly wage, but no benefits, unless negotiated at that time. Temporary part time workers can be hired by the Board with recommendation from the staff, without the hiring process described in section 2.. If so inclined, the Board can delegate this responsibility either to the PC or the Board/staff lunch meetings. Part time temporary workers that come into the office to do regular Resist staff work will be on our payroll and have taxes taken out of their paychecks. Any benefits must be negotiated with the PC and Board.

Temporary Employees filling in for full time employees: If a regular employee needs to take a parental or health leave, or an emergency leave of any kind, or quits without sufficient notice to find a permanent replacement, the PC, in consultation with the Board and the staff, have the power to hire, on a temporary basis, a person to fill in for the regular staff person. Salary and benefits will be negotiated with the new, temporary hire.

Consultants: Consultants are people who are self-employed and Resist subcontracts with to do certain kinds of jobs, such as designing and laying out the brochure; desktop publishing the newsletter. Such people get no benefits from us, and no taxes are withheld for them.

LEAVES:

Leave policy applies to all Permanent employees.

Vacation: The object of vacation leave is to provide each employee with an opportunity to enjoy a continuous period of rest and recreation. All new employees receive three weeks paid vacation per year. An extra day of vacation is granted for any approved holidays observed within an employee's vacation period. Vacation leave is counted from the beginning of each calendar year. For new employees, vacation leave is prorated for the first portion of the year. Vacation leave is given to each employee at the beginning of the calendar year. Vacation leave is accrued during the year, but employees in good standing have the flexibility to take vacation time during the calendar year before it has accrued. Employees on probation may take vacation as it is accrued. Vacation leave can be carried over to the next year, but not beyond that.

At the beginning of the third year, employees are given 4 weeks vacation.

Staff should negotiate vacation leave to ensure that the office needs are met. However, the office can go without staff for up to one week or possibly more, if staff need to take their vacation time overlapping one another. They should discuss this at a Board/staff lunch.

Unpaid vacation leave:

Additional unpaid vacation leave must be approved by the Board in consultation with the staff.

Health Leave/Personal Leave:

Health/personal leave is 16 days per year and may be used either for illness, medical/dental appointments, or personal reasons. When a staff person uses up their allotted health/personal leave they can go to the PC or Board and request more sick/personal time. Every employee is required to call in the morning she/he is unable to come to work due to illness or accident. Whenever possible employees are expected to tell staff in advance of personal leave.

Dependent Care Leave:

Up to an additional 5 days with pay may be used for absence due to the need for an employee to take care of a dependent.

Bereavement Leave:

Up to five additional days with pay may be used for absence due to the death of a member of a worker's family, or a close friend. This can be made more generous by a vote of the bd/staff lunch or PC, or Board.

Extended Health Leave:

If a Permanent Staff member develops a serious chronic or terminal illness, each situation should be treated individually. The PC or Board, or standing committee appointed by the Board, will make a recommendation to the Board, after meeting with the person and the rest of the staff. The Board will make the final determination on the organization's responsibility to the staff person. During an extended health leave health insurance is continued.

Parental Leave:

Parental leave is provided to an employee after one year of employment for time off around the birth or arrival of a new child. Time is available up to 10 weeks paid, to be taken at the discretion of the Permanent Staff member. Extended leaves, up to three months without pay, can be negotiated with the PC or the Board. The final decision rests with the Board, since this amount of leave will probably require that a temporary worker be hired. A request for parental leave should be submitted to the PC or Board at least two months in advance of the beginning date of

the requested leave, except in cases of adoption, where it may not be possible to know that far in advance. Someone planning to adopt a child should inform the PC that this process is in the works.

HOLIDAYS:

All staff are entitled to 14 days of paid holidays. The office will be closed on: (staff may work these days, if they choose, and take another day off in exchange.) New Year's Day; Martin Luther King Day, President's Day, Memorial Day; Patriot's Day, July 4th holiday; Labor Day; Thanksgiving and the day after; Christmas and the day after; Columbus Day. (Two additional days of the employee's own choosing are added to this list to make the total 14 days.)

JURY/COURT APPEARANCES:

Leave with pay shall be allowed for jury duty when subpoenaed. Any pay employees receive as a juror shall be turned over to Resist.

POLITICAL LEAVE:

Staff may use paid time to attend local demonstrations or participate in local civil disobedience actions with the consent of the other staff and sensitivity to the needs of the organization. Staff may use paid time for political work on specific projects agreed upon by the Resist Board. The amount of time must be negotiated among and agreed upon by the staff, as well as with the PC or Board. When at all possible, staff should try to bring a Resist presence to the demonstration, in the form of literature, wearing Resist t-shirts, or simply being there and having people know you are from Resist.

SMOKING: There shall be no smoking in the Resist offices.

CONSULTANTS: The staff, in consultation with the bd/staff lunch, will have the authority to hire part-time temporary workers/consultants.

STAFF WITH DEPENDENT CHILDREN: Full health coverage is provided for a full dependent if the child is not covered under another policy. A partner can buy in to a family health plan, paying his/her own share of the cost.

SALARY AND OTHER BENEFITS:

The Board will have final approval of salary and benefits for full and part-time employees. Staff will get COLA raises every January, based on the Boston Bureau of Labor Statistics, for Boston area workers. Anniversary raises on each yearly anniversary of an employee will be considered, as part of the evaluation process.

Staff will be reimbursed for mileage at the rate set by the IRS, and according to the rules and regulations of the IRS for using one's own car for work purposes. Staff will also be reimbursed for transportation to the NYC Board meetings.

Health Benefits:

100% of Permanent employees health insurance will be paid for by Resist. Currently Resist staff receive HCHP. Employees working 1/2 time or more 100% is paid. Under 1/2 time, Health benefits will be pro-rated.

Coverage under a domestic partner's health insurance:

All Permanent Resist staff are eligible for individual coverage under Resist's health plan, (currently, HCHP). It is a policy of the Board of Resist to ensure that health care benefits are available to the employees. If an employee receives health care benefits under another arrangement it is Resist policy to ensure that the employee is not penalized for doing so. Therefore, in order to help deal with the problem of the IRS taking out taxes from a

domestic partner's salary, Resist would like to help equalize the situation.

If an employee chooses not to take this health benefit because she/he can receive health insurance through an unmarried domestic partner, Resist will compensate the employee for the dollar equivalent up to 50% of what that insurance would have cost Resist. This amount will be based on the HCHP rates for that employee, or any future health plan the organization, as a whole, adopts as its main health plan.

Resist will reimburse the employee (up to said amount above) for any/all of the following expenses, and such reimbursement will then not be taxable income: direct reimbursement for any legitimate medical and dental expenses* as incurred by the employee but not covered under his/her health insurance plan; reimbursement for the part of the premium the partner is paying for the insured; and/or reimbursement for taxes the partner will incur if this is a non-married domestic partner situation (in which case the check will go directly to the partner). It is understood that this tax figure will not be available until the end of the year.

*The above health care reimbursements will cover health care services provided by a licensed doctor, acupuncturist, chiropractor, physical therapist, dentist, psychologist, social worker, etc. Reimbursable medical and dental expenses would also include the following: employee share of health/dental insurance premiums, Doctor visit co-pays, Health center/Hospital parking fees, prescription drugs or drug co-pays, eye exams/eye glasses/contact lenses; cosmetic surgery, other medical/dental expenses you could claim on your federal taxes.

Domestic Partner Health Insurance Record Keeping: The Resist bookkeeper will set up and maintain a record keeping system for the staff, which will cover any one who is making use of this health benefit policy. This will include keeping copies of receipts, keeping track of how much has been paid out and when the maximum is reached, and writing the checks.

Staff Yearly Evaluation forms are attached.

(We will have them at the meeting.)

P.O. Box 365
Hiram, OH 44234
(216) 569-7359
23 August 1995

Resist Board
One Summer Street
Somerville, MA 02144

Dear Fellow Resist Board Members,

I have received the minutes of the August 6th board meeting, along with a copy of the proposed amended personnel policy. I have to say that I see some major discrepancies between this document and the changes the board agreed upon at that meeting. As I am now back in Ohio, and will not be able to attend the next meeting, I am sending this letter to the office and asking that it be copied and sent to all board members before the next meeting on September 17th.

I believe the following changes more accurately reflect what we agreed upon at the August 6th board meeting. In the event that there is disagreement as to what we actually agreed upon at that meeting, I'd like to request that the following be considered as motions, and/or be used to vote my proxy on September 17th.

First, I proposed on August 6th that we amend the policy so that the personnel committee would not include Resist staff. My intention was that this committee could then deal with personnel matters in confidence, without having staff involved in making personnel decisions that affected them personally. The committee would then make recommendations to the board as a whole (including the staff), and the board as a whole would vote on the final decision. This arrangement would eliminate the need for the board to meet in "executive session." This is what I recall we all agreed upon at the August 6th meeting.

Our vote would be more accurately reflected by deleting the following sentences (on p. 1, numbered paragraph 1, under "Introduction"): "Permanent Resist staff are considered full voting members of the board, but the Board has the right to meet in executive session without the staff. . . . Staff should have a chance to give input, and be included as much as possible, but staff will not have a vote." In their place I would simply say "Permanent Resist staff are considered full voting members of the board." We cannot say that the staff are full voting members of the board, but then give the board power to meet and vote without them; either the staff are on the board, or they are not. I proposed the non-staff personnel committee to deal with personnel matters in which confidentiality was an issue or in which conflicts of interest might arise, but it is still critical, I believe, to give final say to the board as a whole.

This vote would also be more accurately reflected if we deleted the following sentences (in numbered paragraph 2): "Some decisions can be made directly by the Board, and not go through the PC. If there is no acting PC, the Board can appoint one, act in its place, or form a standing committee to deal with a situation as it comes up." The previous paragraph said the board shall appoint a PC, and all of this should be done by the PC, with final approval by the board as a whole.

Second, I recall the board voting on August 6th to delete the section on p. 1, numbered paragraph 4, from "The staffers will need the following qualifications..." through the end of the paragraph on the following page (i.e. eliminate sections a, b, c, and d too). We don't need this type of detail in a personnel policy, and I would argue that most of it doesn't even belong in a job description.

Third, I recall the board voting to delete the following section (p. 2, under "General Employment Practices," numbered paragraph 3): "Candidates who meet minimum requirements of the announced position will be screened thoroughly. Those who do not possess the minimum qualifications will be informed in writing that the requirements have not been met."

Fourth, I think the section on evaluations during the probation period would more accurately reflect our vote if it were rewritten more clearly. I think it should be made clear throughout that evaluations are to be made in writing. I am especially concerned at the sentence in the middle of p. 3, "After the hiring, the PC, or another Standing Committee..." I thought we agreed that this would be done by the PC. I would suggest that this sentence should be replaced by: "The PC will conduct a three-month evaluation and a six-month evaluation. If, at the three-month evaluation, a staff person is found deficient in his/her work, the PC should explain specifically and in writing what needs to be improved. At the six-month evaluation, the PC will re-examine its earlier evaluation and consider whether the staff person has made sufficient progress." The subsequent sentence about permanent part-timers should be moved to the section on permanent employees.

Near the top of p. 4: again to be consistent, the self-evaluations should be sent to the PC, not to a subcommittee appointed by the board. The same goes for the "appointed committee" in the first and second paragraphs under "Misconduct" and in several other similar passages throughout the document--the PC is the committee appointed by the board to deal with these matters.

In the middle of p. 4: delete the sentence "Once again, such discussions can go on without the presence of staff, but should

have the input of staff." This is already covered by the previous section defining the role of the PC.

Finally, I wish to make a motion which I brought up at the end of the August 6th meeting, but which was not considered for lack of time. I do not believe that the personnel policy should include the disclaimer (in the introduction) that it is not a binding contract. Perhaps it is true, as Nancy Wechsler said on August 6th, that under the law, a personnel policy does not constitute a binding contract. But does Resist want to treat its employees only as well as the law says we must? I do not believe the board should be granted leave to depart from the policy simply because it decides unilaterally that a particular situation is not covered.

In my opinion, the recent turmoil with the staff was in large part the result of the board's negligence in adhering to its own personnel policy, especially concerning the regular evaluation of Resist staff. Right now the board has the opportunity to rewrite the personnel policy completely--even unilaterally, as it has no employees left to bargain with. As I said at the August 6th meeting, I believe Resist needs to come up with a personnel policy that it can live with--and then show its good faith and its commitment to fair treatment of its workers by adhering strictly to its terms.

I therefore move that the first two paragraphs of the introduction be replaced with the following:

Resist, a non-profit corporation, presents this manual as the current statement of the foundation's Personnel Policies. In adopting these policies, the board recognizes that good personnel administration is founded on a set of principles and practices designed to ensure the dignity and rights of all staff members. The board will make a good faith effort to follow these policies at all times.

In my view, this is a fundamental and absolutely necessary step; with such disclaimers as now exist in the introduction, the rest of the personnel policy is meaningless. I therefore wish to go on record as voting against adoption of the amended personnel policy unless this last change is made.

Sincerely,



Larry Goldsmith

The Reporter

*on Latin America & the
Caribbean*

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Next Deadline for Articles:
January 15, 1995

*Articles signed, including the editor's
opinions and organizational statements, do
not necessarily represent the political position
of LACASA.*

● Dear People at ~~the~~ La Casa:

We at Resist, who have previously funded La Casa, were chagrined to see the article you published about Shining Path in The Reporter. We consider Shining Path to be an organization whose political practices are anti-democratic, murderous, and extremely injurious to the Peruvian left. Does La Casa really want to be identified in any way with Shining Path?

We enclose a packet of materials concerning this, just in case you are not aware of the kind of savagery Shining Path has been responsible for.

We hope to hear from you about this matter.

The Resist board.

A call to

RESIST

illegitimate authority

One Summer Street, Somerville, Massachusetts 02143

617/623-5110

Frank Brodhead
Pam Chamberlain
Connie Chan
Bell Chevigny
Noam Chomsky
Kate Cloud
Tess Ewing
Norm Fruchter
Larry Goldsmith
Mitchell Goodman
Kenneth Hale
Oscar Hernandez
Frank Joyce
Louis Kampf
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Carlos Otero
Grace Paley
Roxanna Pastor
Merble Reagon
Henry Rosemont
Tatiana Schreiber
Renae Scott
Cheryl Smith
Meredith Smith
Amy Swerdlow
Ken Tangvik
Rene Valle
George Vickers
Nancy Wechsler
E. White

TO: Louis Kampf 235-6105
FROM: N. Wechsler
Date: 2/13/85
Re: CASA

4 pages including this one.

Here's CASA's written response

I've sent a copy of our letter
to remind you of what we (you)
wrote) - was

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Henry Rosemont
Tatiana Schreiber
Rena Scott
Cheryl Smith
Meredith Smith
Amy Swerdlow
Ken Tangvik
Rene Valle
George Vickers
Nancy Wechsler
Fran White

January 24, 1995

Dear People at LaCasa:

We at RESIST, who have previously funded LaCasa, were chagrined to see the article you published about Shining Path in The Reporter. We consider Shining Path to be an organization whose political practices are anti-democratic, murderous, and extremely injurious to the Peruvian left. Does LaCasa really want to be identified in any way with Shining Path?

We enclose a packet of materials concerning this, just in case you are not aware of the kind of savagery Shining Path has been responsible for.

We hope to hear from you about this matter.

Sincerely,

Nancy Wechsler, for the RESIST Board

letter sent

call Sam O'Brien

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LACASA

Latin America & The Caribbean Solidarity Association

(formerly CASA)

1151 Massachusetts Avenue • Cambridge, MA 02138 • (617) 492-8699

2/10/95

Dear People at RESIST:

I received your letter about **The Reporter's** article on the Sendero Luminoso (Shining Path) and have made it available to our members. I appreciate your concern and candid comments. With your permission I would like to ask our editor, Sergio Reyes, to include it in the next edition of **The Reporter**.

Although inclusion of a pro-Senderista article may have given the impression that LACASA is supportive of this movement, that was not the intention. LACASA has no official, or unofficial, position on the Sendero Luminoso or the Peru Solidarity Committee of New England (author of the article).

Some of our members have said they thought it would have been more responsible to have also included an article critical of the Sendero Luminoso. I tend to agree. However, that does not negate the need to include articles that make us question our vision of what is and is not valid struggle--this is never a simple question since context bends even our most stringent principles. Whether or not we agree with the methods of the Sendero Luminoso, there is a significant group of people in Peru who claim it as valid. This is why it is important to examine their position.

In the meantime LACASA is holding a discussion on Sendero Luminoso. We will provide the articles that you sent (Thank you for copying them.) in addition to others in order to promote discussion. Everyone is welcome. I would particularly like to extend an invitation to members of RESIST's Board of Directors. Our discussion will be held on Tuesday, February 28, at 7:00 pm at LACASA.

Yours Truly,

Grace Belmont
Executive Director

BOARD OF DIRECTORS

Mira Brown *
Bikes Not Bombs

Gilberto Diaz
Latinos for Social Change

Juan Felipe
LACASA Staff Representative

Ambrosio Flores
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